

HS HARD SOFT **Training Institute**

Opposite Trust Bank, Old Yundum Market, Coastal Road.

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Ref: Hard-Soft/Gam/2016

Date: March 2016 – July 2016

TRANSCRIPT OF ACADEMIC RECORDS

Name: **Ramatoulie Bojang**

Course of Studies **Certificates in Information Technology**

Modules Studied	Continuous Assessment	Exams	Total	Grade	Attendance
Certificates Level					
<u>Microsoft Word</u>	15%	61%	76%	Merit	85%
<u>Microsoft Excel</u>	15%	50%	65%	Credit	70%
<u>Microsoft Access</u>	15%	45%	60%	Very good	75%
<u>Microsoft PowerPoint</u>	15%	55%	70%	Credit	80%

Final Grade of Qualification Records:

Credit

Administrator

Grading System:

A = Distinction (85% - above) B = Merit (75% - 84%)

C = Credit (61% - 74%) D Very Good (51% - 60%)

E = Pass (45% - 50%) F = Fail (Below 45)

This is the official Report of the Student's academic performance on the course being completed at the Institute. The details contained in this document have ever remained confidential to the student concerned. It is however discretional to the recipient to disclose the content of this Transcript to its owner.